

CITY OF EL PASO, TEXAS
DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)

DEPARTMENT: Parks & Recreation

AGENDA DATE: 05/17/05

CONTACT PERSON/PHONE: Parks & Recreation, Norman Merrifield, (915) 541-4333

DISTRICT(S) AFFECTED: N/A

SUBJECT:

APPROVE: Provisional Appointment

BACKGROUND / DISCUSSION:

Requesting the provisional appointment for Park User Representative position. An eligible list is not available at this time.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Already budgeted for FY/05.

Fund Source: 51010279-16301-51000P0003-UF

BOARD / COMMISSION ACTION:

Enter appropriate comments or N/A

*****REQUIRED AUTHORIZATION*****

LEGAL: (if required) LM

FINANCE: (if required)

OTHER:

(Example: if RCA is initiated by Purchasing, client department should sign also)

Information copy to appropriate Deputy City Manager

APPROVED FOR AGENDA:

CITY MANAGER: _____

DATE: _____

El Paso
Parks & Recreation
THE FUN EXPERTS

APR 25 '05 PM 4:23

RECEIVED

MAR 17 2005

MEMORANDUM

U.K.-OMB

DATE: OA 5-5-05

Attn: Terri Bond, Director
TO: Human Resources

DATE: March 16, 2005

FROM: Norman C. Merrifield, Director

Norman C. Merrifield

SUBJECT: Provisional Appointment
Requisition # 030483
Account # 51010279-16301-51000P0003-UF
User's Fee

I am requesting a provisional appointment for [REDACTED] Park User Representative position. An eligible list is not available at this time.

Thank you for your assistance.

NM:ra

*Return to
Dept.
position filled
re
4/4/05*

*EMP. Resigned
Steven Flores
4/25/05
approval.*

RECEIVED

MAR 17 2005 *RB*

**HUMAN RESOURCES DEPT.
ADMINISTRATION**

** Does dept. have funds?
for this app't.*

*MC
OK re omb
5/4/05*

*4-25-05
Resubmitting memo to
because emp. resigned
4/25/05*

RECEIVED

MAR 21 2005

FINANCIAL SERVICES

** has qualified
before*